

FOR: FOOD STAMP CERTIFICATION MANUAL DISTRIBUTION

FOOD STAMP CERTIFICATION MANUAL - VOLUME V

TRANSMITTAL #51

This transmittal implements provisions of federal regulations, "Recipient Claim Establishment and Collection Standards." Many of these regulations are already in practice in Virginia. We implemented these provisions as required by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 or as a result of Administrative Notice 24-97, "Claim Management Implementation Memorandum," issued by the United States Department of Agriculture in May 1997. The last major change to federal Food Stamp recipient claim regulations was in 1983. Therefore, we have taken the opportunity to re-write and re-format Section XVII of the manual.

Significant changes in this transmittal are:

- authority to establish a claim for trafficking of food stamp benefits;
- requirement to establish a claim if the overpayment was discovered by Quality Control, regardless of the amount of the claim or the participation status of the household;
- change in methodology for determining the amount of allotment reduction for intentional program violation (IPV) claims;
- allowance for a household to have their allotment reduced by a higher amount;
- change in when the initial month's allotment can be reduced;
- deletion of the requirement to suspend collection action;
- addition of criteria to terminate collection of claims;
- ability to collect from a household's Electronic Benefits Transfer (EBT) account;
- addition of credit or debit cards as acceptable methods of payment, if the local agency has the capability of accepting these.

The provisions of this transmittal are effective August 1, 2001. The change in the amount of allotment reduction for IPV claims is effective with benefits issued for August 2001. The ability to collect from a household's EBT account cannot be implemented until November 2001 when EBT is piloted in Virginia. Programming changes have been made to the Application Benefit Delivery Automation Project (ADAPT) and the Food Stamp Claims Tracking System (FSCTS) to accommodate these changes.

In addition, the "Request for Payment of Extra Food Stamps" (demand letter) and the "Repayment Agreement" in the FSCTS have been revised to reflect language changes required by the federal regulations.

Remove Page(s)	Insert Page(s)	Significant Changes
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Table of Contents Pages v-x	Table of Contents Pages v-x	The Table of Contents is revised.
	Definitions Page 5	The definition of trafficking has been added.
Part XVII Entire Chapter	Part XVII Entire Chapter	The entire chapter has been re-written and re-formatted.

This transmittal letter must be retained.

Sonia Rivero
Commissioner

Attachment